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PART IV-A

**Rules and Orders (Other than those published in Parts I, I-A, and I-L) made
by the Government of Gujarat under the Central Acts**

EDUCATION DEPARTMENT

NOTIFICATION

Sachivalaya, Gandhinagar, 8th July, 2024

CONSTITUTION OF INDIA.

No. G/SH/36/MIS/e-file/3/2023/3316/L: In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Gujarat hereby makes the following rules to provide for regulating the conditions of service of persons appointed to the post of Gujarat Education Services (Administrative Branch), Class II, in the Gujarat Education Services of the Education Department for promotion to the post of Gujarat Education Services (Administrative Branch), Class I, so far as they relate to the departmental Examination, namely :-

1. (1) These rules may be called the Gujarat Education Services (Administrative Branch), Class I, (Departmental Examination) Rules 2024.
(2) They shall come into force from the date of their publication in the *Official Gazette*.
(3) They shall apply to the persons appointed to the post of Gujarat Education Services (Administrative Branch), Class II, in the Education Department.
2. In these rules unless the context otherwise requires, -
 - (a) "Appendix" means an Appendix appended to these rules;
 - (b) "Appointed date" means the date on which these rules shall come into force;
 - (c) "Board" means the State Examination Board;

- (d) "Candidate" means a person who is appointed to the post of Gujarat Education Services (Administrative Branch), Class II, by promotion or direct recruitment;
- (e) "Gujarat Education Services (Administrative Branch), Class II" means the post of Gujarat Education Services (Administrative Branch), Class II, appointed by promotion or direct recruitment under the Education Department;
- (f) "Department" means the Education Department;
- (g) "Gujarat Education Services (Administrative Branch), Class I" means the post of Gujarat Education Services (Administrative Branch), Class I under the Education Department;
- (h) "Examination" means the departmental examination for promotion to the Gujarat Education Service, Class I post prescribed under these rules;
- (i) "Government" means the Government of Gujarat;
- (j) "Head of the Department" means Head of the Department working under the Education Department;
- (k) "Specified chances" means the number of chances specified in these rules within which a person is required to pass the examination;
- (l) "Specified period" means the period specified under these rules within which a person is required to pass the examination;

3. Requirement to pass the Examination.-

The person appointed to the post of Gujarat Education Services (Administrative Branch), Class II shall be required to pass the examination to be eligible for promotion to the post of Gujarat Education Services (Administrative Branch), Class I.

4. Eligibility to appear in the Examination:

- (1) No person shall be eligible to appear in the examination unless he has completed three years' of service after his appointment on the post of Gujarat Education Services (Administrative Branch), Class II.
- (2) No person shall be eligible to appear in the examination unless he has passed the post-training examination for existing post or he has been exempted from the post-training examination by the competent authority, if any.

5. Specified chances and period for passing the Examination. –

- (1) Every Candidate shall be required to pass the examination within a period of three years and three chances from the date of his completing three years' continuous service after his appointment on the post of Gujarat Education Services (Administrative Branch), Class II:

Provided that a person belonging to the Scheduled Castes or Scheduled Tribes may be given one additional chance without payment of prescribed fees which shall have to be availed of within a period of one year from the date of declaration of the result of the examination of his third chance.

- (2) If a person fails to pass the examination referred to in these rules within the specified period and the specified chances, he shall notwithstanding such failure, be eligible to appear at any time in the examination on payment of an examination fee as may be determined by the Government from time to time and if he passes the said examination, he shall be eligible for promotion:

Provided that such person shall not be entitled to claim seniority over those persons who have passed the examination earlier than him and have been promoted to the post of Gujarat Education Service (Administrative Branch), Class I under these rules before he became eligible for such promotion on passing examination

- (3) Not appearing in the examination, shall be considered as a chance.

6. Holding of Examination.-

- (1) The Examination shall be held by the Board at least twice in a year.
- (2) The Board shall communicate the tentative programme of the examination to the concerned head of Departments at least ninety days before, unless otherwise specified, before the provisional date prescribed by the Board.

- (3) A candidate who desires to appear in the examination shall, be required to send his application to the board, through the office of the Head of the Department at least 60 days before, unless otherwise specified, before the date of the commencement of the examination, in the form as specified in Appendix 'B', for enlisting his name as a candidate for the relevant examination.
- (4) The respective Heads of the Departments shall scrutinize the application with regards to his eligibility for appearing in the examination and forward the same to the board with the Certificate of Eligibility as specified in Appendix- 'C'.
- (5) If the applicant subsequently decides not to appear in the examination, he shall give intimation thereof to the Board through his Head of the Department at least thirty days before the date of the commencement of the examination.
- (6) if any person fails to appear in the examination after having enlisted his name as a candidate without giving intimation referred to in sub-rule (5) he shall be deemed to have lost one chance to pass the examination:

Provided that the Department may condone the failure on the part of the candidate to give intimation as referred to in sub- rule (5) and the consequences arising there from if it is satisfied that the person had failed to give such intimation within the time limit for the reasons beyond his control.

- (7) The Board shall admit the candidate to the examination based on the certificate issued by the respective Head of the Department that he is eligible to appear in the examination.
 - (8) The place, Date and Time for holding the examination shall be communicated by the Board and same shall be communicated to the candidate by the concerned Head of Department.
- 7. Medium of Examination.** - The medium of the examination shall be Gujarati or English as per instruction, given in the question paper.
- 8. Syllabus and Scheme of Examination :-**
- (1) The syllabus of the examination shall be as specified in the Appendix- 'A' appended to these rules
 - (2) The examination shall consist of three papers each of 100 (one hundred) marks. The examination shall consist of Multiple Choice Questions(MCQs).
 - (3) The candidates shall be allowed to answer the questions of papers of all the subjects with the help of books.
- Explanation: "With books" means original books of the relevant subjects, bare Acts, rules and text without commentaries or case laws and includes manuals issued under the Act published or approved by the Government.
- 9. The Standard for passing the Examination :-**
- (1) The standard for passing the examination shall be fifty percent of the total marks assigned to each paper;
 - (2) An unsuccessful candidate who secures fifty percent of more marks in any one or more papers shall be exempted from appearing in those papers at the subsequent examination;
 - (3) In case a candidate is not able to obtain the qualifying standard in only one question paper in this examination, such candidate shall be given grace marks up to 5% of total marks for that question paper and thereafter, if he obtains the marks equal or more than qualifying standard, he shall be declared pass.
- 10. The Result of Examination :-** The Board shall publish the result of the examination on its official website and shall forward the same to the Government, in the Education Department.
- 11. Incentive :-** The candidate who has secured eighty percent(80%) or more aggregate marks in the examination in the first chance shall be paid an amount as an incentive as may be determined by the Government.
- 12. Prohibition to use certain devices in the exam hall :-** No candidate shall be allowed to carry with him any electronic communication devices like cellular phone, calculator, pager, smart watch, i-pad etc. in the examination hall.

Appendix- 'A'

(See rule 8(1))

Syllabus of the Departmental Examination**Paper I (with Books) (MCQs)****Duration :3 hours****Rules and Regulation of the Education Department****100 Marks**

1. The Gujarat Primary Education Act, 1947 and The Gujarat Primary Education Rules, 1949.
2. The Gujarat Secondary and Higher Secondary Education Act, 1972 (Guj. 18 of 1973)
3. The Secondary Education Regulations, 1974.
4. Grant-in-aid Code.
5. General Knowledge of Bombay Education Manual.
6. The Right to Education Act, 2009 and the Right of Children to Free and Compulsory Education Rules, 2012.
7. The current Policy of Grant-in-aid and recruitment in Secondary and Higher Secondary Schools and Colleges.
8. Examination Rules of Secondary and Higher Secondary Examination.
9. The Gujarat Self-financed Schools (Regulation of Fees) Act, 2017 and Rules.
10. The policy for regulation of Non Grant-in-Aid Private Pre Primary Education Institutes for the State of Gujarat.

Paper II (with Books) (MCQs).**Duration :3 hours****Organization of State Education Departments and Policy of Education****100 Marks**

1. Introduction of Education Department and various Branches.
2. Introduction of various Head of Department (HOD) working under Education Department (Directorate of Primary Education, Commissioner of Schools, Gujarat Secondary & Higher Secondary Education Board, Commissioner of Higher Education, Gujarat State School Text Book Board, State Examination Board, Commissioner of Mid-Day Meal Scheme, Gujarat Council of Educational Research & Training, Gujarat Institute of Educational Technology, Director of Literacy, Gujarat School Quality Accreditation Council (GSQAC).
3. National Education Policy – 1986 and 2020.
4. National Curriculum Framework for School Education – 2023.
5. National Curriculum Framework – Foundational Stage.
6. NIPUN Bharat Mission.
7. Current education problems concerning to the Education Department.

Paper III (with Books) (MCQs).**Duration :3 hours****Institutions of National Importance and Various Education Schemes****100 Marks**

1. Institutes of National Importance for Education : National Institute of Educational Planning and Administration (NIEPA), National Council for Teacher Education (NCTE), National Council of Educational Research and Training (NCERT), Council of Boards of School Education (CBSE), National Assessment and Accreditation Council (NAAC).
2. Objectives of Centrally Sponsored Scheme – Samagra Shiksha, National Merit cum Means Exam (NMMS), New India Literacy Program (NILP).
3. Examinations conducted by State Examination Board, Function of Gujarat State Open School (GSOS), Vidya Samiksha Kendra.
4. Objectives, implementation and Impact of the State Sponsored Schemes (Mukhyamantri Gyan Sadhana Merit Scholarship Scheme, Mukhyamantri Gyansetu Merit Scholarship Scheme, Rakshashakti Sainik School, Gyanshakti Residential Schools, Schools of Excellence, etc).
5. Understanding and Impact of Education Management Information System (EMIS), U-DISE, DISE report indicators and indicators.
6. Important Educational Indicators (GER, NER, Dropout, Gender Gap, Gender Parity Index, etc.).

APPENDIX 'B'

{ See rule 6 (3) }

Form of Application

Application for appearing in the Departmental Examination for promotion to the post of Gujarat Education Services (Administrative Branch), Class I.

1	Applicant's Name in Full: (Surname first) (in English and Gujarati)	
2	Designation: (in English and Gujarati)	
3	Name of the office in which at present serving:	
4	Birth date and age at the time of this examination:	
5	Date of Appointment and total years of services:	
6	Whether the applicant had appeared at the examination previously ? if so (a) Month and year of examination in which he appeared (b) whether any exemption is earned ? if so, provide details of marks, year of examination and subject; (c) whether the applicant intends to avail of exemption earned? State "yes" or "no" (The choice shall be treated as final and no change shall be allowed)	
7	Authority or the Rule under which the applicant has to appear for the examination:	
8	Number of the chances and time limit within which the applicant is required to pass the examination: (Date of eligibility and date of expiry of the period for appearing at the examination should be mentioned)	
9	Number of chances exhausted:	
10	Whether additional chance has been granted ? Number and date of order under which the additional chance has been granted to the applicant should be specified and a copy there of should be sent.	
11	Purpose of passing the examination (confirmation, retention in government service, promotion) etc.	
12	Whether the applicant is eligible to appear at the examination according to rule of the Department Examination;	
13.	Remarks, if any:	

Place:

Date:

(Signature of the Applicant)

Appendix- 'C'

(See rule 6(4))

CERTIFICATE OF ELIGIBILITY

Certified that-

(1) The above particulars are verified and found correct.

Shri/Smt./Kumariis.. eligible to appear at the Departmental Examination for promotion to the post of Gujarat Education Services (Administrative Branch), Class I to be held in.....

(2) *Necessary fee is paid; copy of challan is attached herewith.

(3) *Candidate is granted additional chance; a copy of order is attached.

Place:

Date:

Signature of Head of the Department/Office

Name and Designation of Head of the Department/Office

* Strike out whichever is not applicable.

By order and in the name of the Governor of Gujarat,

R. C. DESAI,

Deputy Secretary to the Government.

